



Piggyback Checklist

Using Department(s): Department of Public Works

Piggyback Contract Number/Name: Florida Sheriffs Association FSA22-VEH20.0 Item 94

Services/Supplies to be provided: The Peterbilt Store will be providing us with a 2024-537 Peterbilt Cab and Chassis with Heil PF-1000-16 Yard Rear Loader

Why are Services/Supplies being obtained via piggyback (as opposed to issuing a solicitation or obtaining quotes): The 2024-537 Peterbilt Cab and Chassis with Heil PF-1000-16 Yard Rear Loader is being procured via piggyback from The Peterbilt Store because of pricing and availability using the FSA22-VEH20.0 contract.

Procurement Code, Section 38.41(C)(5):


(5) *Piggyback purchases.* The CPO (Chief Procurement Officer) may procure, without following formal solicitation procedures, all goods, supplies, materials, equipment, and services that are the subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof ("piggyback"), provided that the goods, supplies, materials, equipment, or services are the subject of a price schedule negotiated by the entities listed above and is based strictly on competitive bids, quotations, or competitive proposals and not on any preference. Utilization of other governmental entities' contracts shall be permitted only during the term of the other governmental entity's contract.

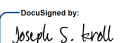
Piggyback Justification Criteria	YES	NO	COMMENT
Is the piggyback contract's pricing/terms more favorable than pricing/terms we would obtain from issuing our own solicitation or obtaining our own quotes?	Yes		The Florida Sheriff Association FSA22-VEH20.0 competitively solicited the current pricing. Over the years, Fleet has received the best pricing by using contracts that were bid via Sourcewell and Florida Sheriffs Association. Discounts listed in the FSA22-VEH20.0 Heavy Vehicles and Buses bids shall be below Manufacturer's Standard Retail Pricing (MSRP) or manufacturer's published list price for any item and options.
Will use of the piggyback contract save City staff administrative time, efforts and resources?	Yes		The use of this contract will save the City staff time and money. The bid process is costly and time consuming so staff will be able to divert those resources elsewhere. Additionally, on April 22, 2022, a direct notification was sent to 753 prospective bidders to participate in a voluntary bidder workshop and to register for bid qualification. The three-month

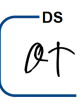
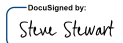
		ITB advertisement resulted in 79 pre-bid attendees or waivers. Of these respondents, 33 submitted bids and 29 qualified.
Will the requested services/supplies be purchased with funds other than grant funds or funds that prohibit the use of piggybacking?	Yes	FY2023 General Fund
*If you answered no to any of the questions above in this section, please disregard piggybacking the desired services/supplies and terminate any further completion of this form unless otherwise granted administrative approval to piggyback by authorized City Management staff.		

ITEMS VERIFIED	YES	NO	COMMENT
Does the piggyback contract allow the utilization of the contract by other entities, including use in the state of FL if it's an out of state contract?	Yes		FSA Contract FSA22-VEH20.0 Heavy Trucks & Buses allows use by all government agencies
Was the contract awarded through a solicitation or other acceptable competitive process that was publicly advertised?	Yes		FSA22-VEH20.0
Piggyback Contract is Valid? Contract Expiration Date:	Yes		October 1, 2022 - September 30, 2023
Goods / Services requested by the Using Department(s) match those allowed under the piggyback contract and do not extend beyond the expiration date of the piggyback contract?	Yes		
Does the piggyback contract have acceptable terms and conditions?	Yes		
Did the vendor confirm that the piggyback contract is authorized to be used with the established terms, conditions, and pricing?	Yes		Awarded bids, or contract prices, will be extended and guaranteed to the Florida Sheriffs Association, any unit of local government, political subdivision or agency of the State of Florida. This includes, but is not limited to counties, municipalities, sheriffs' offices, clerks, property appraisers, tax collectors, supervisors of elections, school boards or districts, water management districts, other special districts, police and fire departments, emergency response units, state universities and colleges, or other state, local or regional government entities within the State of Florida. Eligible purchaser also includes all Eligible Users as defined in F.A.C. 60A-1.001(2).
Is pricing "Fair and Reasonable" in the piggyback contract?	Yes		The Peterbilt Store was selected from a total of 19 qualified bidders.
Piggyback Contract Certificate(s) of Insurance (COI) is acceptable to the COH's Risk Management?	Yes		

Piggyback Contract has Warranty Conditions?	Yes	All warranties shall begin at the time of delivery and final acceptance by the purchaser. The purchaser's warranty should not be active for incomplete items and items delivered to a third-party supplier before final delivery.
Piggyback Contract has liquidated damages (if Yes, provide the daily liquidated amount)	No	

Requestor's Signature:  _____
Date: 5/11/2023

Director's Signature:  _____
Date: 5/15/2023

 **CPO Signature:**  _____
Date: 5/15/2023